

**DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES**  
**Human and Community Services Division**

The State of Montana, Department of Public Health and Human Services (DPHHS), Human and Community Services Division is seeking to contract for the delivery of:

Temporary Assistance for Needy Families (TANF) work participation services titled the Work Readiness Component (WoRC) and Refugee Employment and Training (RET) Services in 4 counties or combinations. Term of the contract is from July 1, 2009 to June 30, 2010, but may be renegotiated for each year in the following three years (possible four-year cycle). However, there is no guarantee that a contract will be awarded, and if awarded, there is no guarantee it will extend beyond the first year term. Services are required in each of the following counties or service areas: Carbon, Stillwater, Sweet Grass Combination; Fergus, Golden Valley, Judith Basin, Musselshell, Petroleum, Wheatland Combination; Ravalli County; Carter, Dawson, Fallon, McCone, Prairie, Richland, Wibaux Combination.

Services include providing a program of TANF Work Participation Services and Refugee Employment and Training Program Services in accordance with state and federal regulations, administrative rules, manual instructions, service plans, written policy directives, TEAMS system information, and applicable changes adopted by rule.

Requests for Proposal packets and descriptions of services will be available on January 13, 2009 and may be obtained from the following web site:

<http://gsd.mt.gov/osbs/Results.asp?AgencyID=PHHS2>

or by contacting:

Margie Guevin  
Arcade Bldg. 5<sup>th</sup> floor, 111 N. Jackson  
P.O. Box 202925  
Helena, MT 59620-2925  
Phone: (406) 444-0640 Email address: [mguevin@mt.gov](mailto:mguevin@mt.gov)

A letter of intent to purpose must be sent to the Department by January 27, 2009. Failure to do so disqualifies a potential proposer from submitting a proposal. The letter of intent to propose must state the proposer's intent to propose, proposer's business, proposer's business address, and must identify this specific RFP request – RFP #0910016.

The deadline for the submission of proposals is on March 31, 2009. Letters of intent to propose and proposals should be clearly marked as such and be directed to the name and address above.